The Curriculum Management System (CIM)
CIM

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What Is CIM

The Curriculum Management System, or “CIM” ("Kim"!)
is a companion system to the University’s current
catalog editing system (CAT).

It is used to submit new course proposals, changes to
existing courses, deletions of courses, new programs
(majors, minors, certificates, degrees), and changes to
existing requirements.
Why Did KU Make the Change

To minimize the “housekeeping” type changes that must accompany course edits, such as a title or number change.

To streamline catalog editing so that approved changes are commonly updated automatically rather than through the manual editing process each fall.

To improve communication among affected units when a department or program makes a change to a course or requirement.

To allow the proposing unit to see in real time where the proposal is within the workflow/approval process.
Who Has Access

Designated Staff/Faculty from each Department/Program

Online access request and training module (limited access – best to designate a few people)

Access is given after training has been completed
How To Use CIM

If you have been given system access, you can get to the system by entering one of two URLs

- For courses: next.catalog.ku.edu/courseadmin
- For majors and minors: next.catalog.ku.edu/programadmin

When you enter the URL you will be asked to enter your normal user name and password

Once you are in the system it is similar to the old system with regard to fields required
Course Inventory Management

You will use this part of the system to propose new courses or to change or deactivate (delete) courses.

![Course Inventory Management](image)

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Title</th>
<th>Workflow</th>
<th>Status</th>
</tr>
</thead>
<tbody>
<tr>
<td>ABSC 304</td>
<td>The Principles and Procedures of Behavior Modification and Therapy</td>
<td>CAC</td>
<td>Edited</td>
</tr>
<tr>
<td>ABSC 309</td>
<td>Research Methods and Application</td>
<td>CAC</td>
<td>Edited</td>
</tr>
<tr>
<td>ABSC 500</td>
<td>Contemporary Behavioral Science: Historical, Conceptual, and Comparative Foundations</td>
<td>CAC</td>
<td>Edited</td>
</tr>
<tr>
<td>AE 245</td>
<td>Introduction to Aerospace Engineering</td>
<td>ENGR Faculty Senate</td>
<td>Edited</td>
</tr>
<tr>
<td>AE 524</td>
<td>Propulsion Systems Design I</td>
<td>ENGR Faculty Senate</td>
<td>Edited</td>
</tr>
<tr>
<td>ANTH 500</td>
<td>Ancient Capital America</td>
<td>CLAS Undergraduates By Added</td>
<td>Edited</td>
</tr>
</tbody>
</table>
Program Management

You will use this part of the system to make changes to majors and minors and to propose new programs.
A Few Highlights

EDITING DIRECTLY IN THE PROGRAM AND VISUAL DISPLAY OF CHANGES

You can see your proposed changes as a “mark up” within the current requirements as opposed to having to show “old and new”
A Few Highlights

WORKFLOW

You can see where a proposal is in the approval process at any time.

Viewing: WGSS 573: Judaism and Sexuality

Last edit: 11/09/15 8:52 pm
Changes proposed by: c459b950

Academic Career: Undergraduate, Lawrence
Subject Code: WGSS
Academic Unit: Women, Gender, & Sexuality Std (WGSS)
School/College: College of Lib Arts & Sciences
Locations: Lawrence

Do you intend to offer any portion of this course online?

No

Title:
Judaism and Sexuality

Transcript Title: Judaism and Sexuality
Effective Term: Fall 2016

Catalog Description:
An exploration of the complex interactions of Judaism, Jewishness, and sexuality. The course serves as a basic introduction to traditional Jewish understandings of gender and power, love and sex, and the body and embodiment. It also introduces the changes undergone by this tradition under the impact of contemporary feminism and queer theory. (Same as JWSH 563, REL 573)

Prerequisites:
At least one course in Jewish Studies or Religious Studies, or permission of instructor.

Cross Listed Courses:
A Few Highlights

COURSE REVIEWER COMMENTS

You can see any comments made by any reviewers in any step of the process, including whether the course was ever “rolled back” and why.

If a the College reviewer or any of the committees have questions, you may receive an email during this first transition period but should also watch for your proposal to be “rolled back”.

Course Reviewer Comments

Karen Ledom (kjh) (10/30/15 4:34 pm): Department emailed to request the removal of the word "Clay" in the course title.

Karen Ledom (kjh) (10/30/15 5:47 pm): Rollback: per dept request

Karen Ledom (kjh) (11/15/15 7:27 pm): must hold because this is being added to the BFA Visual Art, which is being held because of ART 105 BAE/VAE ISSUES.
Questions/Challenges

“A Work in Progress” - What is working correctly currently and what is not

- Submissions and workflow are working
- Notifications are not – which means using the “old” process for cross-listed courses, etc.
- Reporting is not, including CUSA/CGS/CAC agendas

Who to contact with questions or problems

Start by using the “blue circle” Help option for specific form questions
Contact Karen Ledom for undergraduate issues at kjh@ku.edu
If this is a system error, Karen may refer you to Phil Hauptman and Mary Ryan who will work directly with the vendor to solve the issue